

Data Protection Act

GDPR

SCHOOL GOVERNORS PRESENTATION

April 2019

Louise Jones

Gwynedd Council

Schools Data Protection Officer

What's Happened?

- **New Rules governing the privacy and Security of Personal Data**
- **Power to individuals over how their data is processed and used**
- **Need to report on all high risk incidents**

Principles

- Fair and legal use
- Not be used for another purpose
- Adequate, relevant and not be excessive
- Correct and up-dated
- Avoid excessive retention
- Individuals entitled to see their information
- Information should be secure

Tighten up on current rules

When data is being gathered, the individual must be notified:-

- Who
- Purpose
- Legal basis
- Share
- Retention period
- Individuals rights

A Governor is someone who:-

- represents those people with a key interest in the school, including parents, staff, the local community and the LEA
- is part of a team which accepts responsibility for everything a school does;
- is able to act as a friend who supports the school but is still able to cast a critical eye

When should I be cautious?

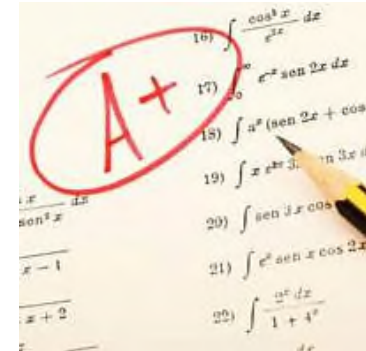
- Appointing new staff members
- Excluding a pupil
- Staff Disciplinary
- Redundancy

Sub Committee Members

- Complaint Committee
- Staffing Committee
- Staff disciplinary and dismissal committee
- Disciplinary and dismissal appeals committee
- Pupil discipline and exclusions committee

Why should I be Cautious?

• Personal Information



• Sensitive information



How can I Comply

- Never share any information
- Delete emails containing personal information
- Return any copies of paper documents received
- Report any concerns

Contact Details

- LouiseJones@gwynedd.llyw.cymru
- 01286 685047
- 07867906963
- ico.org.uk/education